

Finance Committee Special Meeting
Minutes of the September 2, 2015

Dodge County Finance Committee Chairman, Dave Frohling called the Finance Committee meeting to order at 9:00 a.m. on Wednesday, September 2, 2015 in Room H & I – Auditorium of the Administration Building. Chairman Frohling took roll and the following members were present: Frohling, Schaefer, Adelmeyer, Gohr and Uttke.

Also present: County Board Chairman Russ Kottke, Supervisors: MaryAnn Miller, Donna Maly, Jeff Berres, Roger Mattson, Harold Johnson, Larry Bischoff and Lisa Derr, Mielke, Kolp, Brian Field, Russ Freber, Phil McAleer, Sheriff Schmidt, Bill Ehlenbeck, Joyce Fiacco, Ruth Otto, Amy Nehls, Joe Meagher, Judge Storck, Bill Wiley, Jane Hooper and Lifke.

Julie Kolp, Finance Director certified the public notice given for this meeting complies with the requirements of Wisconsin's open meetings law.

Jim Mielke, County Administrator opened the meeting with an update on 2016's health insurance rate. The 2016 budget was preliminarily built with a 9% rate increase. Employee Trust Funds (ETF) Group Insurance Board met last week and set the new rates. Unity Insurance which carries 90% of the county employees, increased 5.99%. Human Resources will meet September 15th to establish insurance rates for the county. Finance will adjust the 2016 budget worksheets to reflect a 6% increase in health insurance.

Ruth Otto, Information Technology Director presented Information Technology's 2016 Capital Improvement Projects (CIP) requests. Otto stated her requests are to mitigate risk of system failure. All action that could be taken to prevent this has already been employed and Otto feels the only action left is what's addressed in her CIP request. In order from highest priority to lowest:

- Unitrends Backup at \$111,000 – The current system doesn't have enough space. IT is attempting to gain space by removing unnecessary data. Without a Destruction Policy, they are very limited to what can be deleted. The additional backup would position the county for another 5 years.
- UPS for B10 Backup at \$29,000 – Every device in the data center is plugged into 1 backup. If the backup fails, the entire center is down until the UPS is functioning or replaced. This would be an additional UPS.
- Replace Financial Software \$350,000 – The current financial package, JD Edwards was implemented in 1997 and is licensed with Jefferson County. The package runs on an aging AS400 which is reaching its end-of-life and Otto doesn't recommend replacing it. JD Edwards is not progressive and doesn't have workflows, self-service or empowerment capabilities. Otto estimates the entire project at \$700,000 but with an 18-24 month implementation period, recommends splitting up the costs with \$87,500 for 4th quarter 2016, \$350,000 for 2017 and \$262,500 for 2018.
- Additional Storage for SAN at \$100,000 – Data requirements for the county nearly doubles annually. The storage will address storage needs and cost includes \$25,000 for storage hardware.
- Replace Network Switches at \$105,000 – A normal switch life is 8 years and most of the county's switches are at an 8-10 year life. The \$105,000 would be to replace switches in the Administration Building and Clerk of Courts area.

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Sheriff Schmidt presented the CIP requests for the Sheriff's department in order of priority. Sheriff Schmidt stated his priorities are in order of what's needed to function. Highest priority to lowest is:

- Replace Seven Fleet Vehicles at \$235,000 – This is needed for the Sheriff's department to function.
- Purchase Jail Transport Van \$40,000 – This is needed to continue Federal contracts.
- Security Control System Upgrade Detention Facility at \$2,583,814 – Current security system is 15 years old and covers door controls, card access, video, UPS backups and security areas in Courthouse. The RFP was developed allowing for two bids; completion of entire project in 2016 or split between 2016 and 2017. The requested cost is for the 2016/2017 split with the Courthouse security system in 2017.
- Replace Recreation Patrol Boat at \$28,000 – Current boat is 10 years old and experienced costly repairs this past year. Net boat cost would be completely reimbursed in five years by DNR.
- Purchase VOIP Dispatch Consol Communication Center at \$125,000 – This system would be a backup dispatch center in the event the county dispatch center would need to be evacuated. Cost could potentially could be \$30,000 to \$50,000 less.

Mielke presented the County Board CIP request to Replace Voting and Microphone System for County Board Room at \$66,500. According to Otto, the system runs in a 1996 environment which includes Windows 95 and DOS. When one piece fails, the entire system fails.

Jane Hooper, Clearview Director presented Clearview's CIP request. Highest to lowest level of priority is:

- Bed Replacement at \$78,000 – Beds are on a replacement cycle with about 20 beds getting replaced at a time. Replaced beds are around 10 years old.
- Purchase Van/Entervan at \$50,000 – Vans are used to transport residence to appointments and are on a replacement cycle.
- Replace Defective CertainTeed Siding at \$300,000 – Siding on the new building is cracking and failing. The problem is nationwide and a class action suit has been started. Replacement siding would need to meet nursing home fire standards.

Amy Nehls, Emergency Management Director presented Emergency Management's CIP request. Highest to lowest level of priority is:

- Simulcast Upgrade to DOHWY1, DOFIRE1, DOEMS at \$545,000 – Simulcast is a multi-year grant and DOHWY1 isn't part of the grant. As of today, a grant rejection notice hasn't been received by Emergency Management.
- Install Point-to-Point Communication Juneau, Trenton and Mayville Highway Shops at \$160,300 – This project is part of the Continuity of Operation Plan (COOP). If county operations would have to be relocated, communications systems at both the Mayville and Trenton Highway satellite shops are limited or non-existent.

Brian Field, Highway Commissioner presented Highway's CIP request. Highest to lowest level of priority based on every day need is:

- County Bridge Replacement at \$600,000 – Bridge aid had been at 80% reimbursement but in 2016, it will be 90% due to the county's participation in an experimental bridge grant program.

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- Equipment Replacement at \$1,550,000 – County currently participates in an equipment replacement program for its patrol trucks. Trucks are typically replaced after 18 years of service.
- Build Neosho and Reeseville Shops at \$7,400,000 – Current shop buildings are old and don't provide enough room to store snow and ice equipment during the winter season. Committee is continually looking for opportunities to reduce overall costs including the consideration to building two buildings in the same year and saving on contract management fees and building materials.
- Rehabilitate and Repave Highways to be Determined at \$1,550,000 – This is ongoing project done to highways where the pavement is poor but design is good.
- CTH C Row Acquisition at \$100,000 and CTH YY Row Acquisition and Reconstruction at 1,200,000 – Acquisition and reconstruction are done to improve road safety.

Mielke presented Human Services and Health's CIP for Purchase One Minibus at \$ 55,000 – Part of fleet rotation and grant program.

Joyce Fiacco, Land Resources and Parks Director and Bill Ehlenbeck, Parks and Trails Manager presented Land Resources and Parks CIP. According to Ehlenbeck, the park's request are based on day-to-day operations for citizens and visitors to Dodge County. Highest to lowest level of priority is:

- Gold Star Memorial Trail Mayville to Horicon Marsh Design at \$140,000 – This project is of high priority due to motivated group behind it. To date, \$150,000 has been earned in grants and donation with a \$300,000 grant pending. If grant is awarded, an additional matching \$300,000 donation is anticipated from Mayville.
- Harnischfeger Park Basketball/Tennis Court and Parking Area Rehab at \$65,000 – Current basketball court is unusable with safety issues. Replacement of basketball court would be funded by Friends of Parks. Gravel parking area by court would be paved for handicap use. This would be the final area of Harnischfeger in need of renovation.
- Astico Park Danville Camping Area Rehab at \$60,000 – This would be the final phase of reconstruction at Astico.
- Astico Park Property Acquisition at \$100,000 – Property is 8 to 10 acre triangle surrounded on 2 sides by Astico Park. Agent for owner expressed interest in selling land for park purposes and Ehlenbeck feels it's important to preserve the property and not have it converted to residential property.

Russ Freber, Physical Facilities Director presented Maintenance's CIP request. Highest to lowest level of priority are:

- Roof Replacement at Administration Building at \$250,000 – Roof was replaced with 60 mil ballast in 1996 with addition of new section. Proposal is to replace with 90 mil ballast which will have 30 year warranty. Roof inspectors stated this roof was in poor condition.
- Replace Air Conditioning Legal Services Building at \$45,000 – This is the air conditioner in 911 center. Current unit is in hallway ceiling and very difficult to access and service. Currently, \$5,000 is budgeted annually for repairs. This would be the same type of unit used in B010. Two units will be used to cool 911 center.
- Purchase Commercial Duty Skid Loader at \$25,000 – Currently using 2002 or 2003 JD tractor with attachments. Tractor has had numerous repairs and would be traded in with

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purchase of skid loader. Attachments of broom, blower, forks and bucket will be part of the purchase. Highway skid loaders are too large for Maintenance projects. Skid loader would be on replacement plan similar to Highway's.

- Refurbish 400 Ton Trane Air Conditioner Detention Facility at \$100,000 and 215 Ton Trane Air Conditioner Detention Facility at \$80,000 – Trane vendor initially stated units were in critical condition however service technician thought they would be okay for a year or two. Service technician suggested a refurbish on 400 Ton Trane Air Conditioner Detention Facility at \$100,000 and refurbish on 215 Ton Trane Air Conditioner Detention Facility at \$80,000. Suggestion was made to refurbish the unit by replacing compressors, controls and fans. Units would then be covered by full warranty. These two projects will be pushed off until 2017/2018.
- Addition to Storage Shed Henry Dodge Office Building at \$50,000 – Addition would primarily be for added storage of HHS vehicles.
- Pave Boulevard Administration Building at \$30,000 – Nothing grows along the boulevard north of Administration Building and along Center Street due to excess salt exposure during winter months. Freber is working with City of Juneau for possible solution.
- Add Air Conditioning Law Enforcement Center at \$30,000 – Officer's station is cooled but majority of building isn't. An air conditioning unit from the old Clearview was save and repaired for potential use in this building.

Exhibit A from the Financial Plan resolution was discussed. Debt Service for 2016 totals \$2,800,000 and 2016 Sales and Use Tax Collection is \$4,365,993. Committee members requested a copy of Exhibit A for review.

Next regular meeting is scheduled for Tuesday September 8, 2015 at 10:30 a.m. in Room H & I - Auditorium on the 1st floor of the Dodge County Administration Building.

With no other business on the agenda, Chairman Frohling declared the meeting adjourned at 11:30 a.m.

David Frohling
Gerald Adelmeyer,
Secretary *Chr.*